

Personnel Committee Report
Meeting held at 9:00am, Sept 12, 2012

Members Present: Dorinda Friez, Marsha Holford, Steve Scilacci, Laurie Walsh

1. The personnel committee identified three areas to work on this year:

A. Define Search Committee Member responsibilities in the hiring process. Clarify the duties of members in regard to Affirmative Action and Equal Opportunity Employment, disclosure of personal relationships with candidates, the role of search committee chairs in Level 1 Consensus processing, the role of Personnel Committee representatives on hiring committees, and define what constitutes a complete application.

B. Articulate the Faculty Evaluation System with NSHE Tenure Track policy. Working with the Evaluation Committee, the Personnel Committee will create a form for the NSHE policy. This will require looking at the components of the FES to see which parts are appropriate for NSHE tenure track evaluation. Tami Gailey and Peggy Drussel are working on this.

C. The Personnel Committee webpage needs updating. Dorinda Friez will take on updating the page. We plan on loading links to all the pertinent forms.

2. As part of its regular duties, the Personnel Committee will review Tenure, Sabbatical, and Emeritus applications as needed.